



SACRAMENTO - SAN JOAQUIN
DELTA CONSERVANCY

3500 Industrial Blvd.
West Sacramento, CA 95691
<http://www.deltaconservancy.ca.gov>

Delegate to the Executive Officer the Authority to Award the Strategic Plan Contract

Requested Action: **Delegate to the Executive Officer the authority to award the Strategic Plan contract for an amount no more than \$250,000. The final selection will be awarded to the responsible proposer achieving the highest combined scores from the rating/scoring criteria, interview, and cost points.**

Background: At its March 16 meeting, the Board agreed to delegate authority to the Executive Officer to carry out the regular and day-to-day functions necessary to administering the Conservancy. This included the authority to sign contracts “in such amounts as necessary to carry out the Conservancy’s Strategic Plan... .”

California contracting law requires that RFPs be awarded through the primary (lowest bidder) or secondary (points) selection process. The Conservancy is using the secondary method of selection.

The RFP has three phases during which a proposal can be awarded points. Phase I is meeting rating/scoring criteria (akin to minimum qualifications); Phase II is an interview, consisting of a presentation and three questions; and Phase III is a cost comparison calculation. The final consultant selection will be awarded to the responsible proposer achieving the highest combined scores from each of the three phases.
